

MEMBERS STATEMENT OF UNDERSTANDING

1. I certify that I am a SMCR Marine in a pay status and reside more than 50 miles from my drill site. I understand that my acceptance of commercial billeting is **VOLUNTARY**. I further certify that I will coordinate all reservations, modifications, and cancellations with my Operational Sponsor.
2. I agree to contact my Operational Sponsor a minimum of 15 days out prior to drills being performed to be eligible for contract billeting.
3. I agree to satisfactorily perform at least two, four hour drill periods on the day following my use of commercial billeting. I further certify that I can only utilize contract billeting for authorized ATP's and 48 drills required by the SMCR per the fiscal year. If I do not satisfactorily perform the said drills, I will reimburse the Marine Corps for the cost of the commercial billeting provided for me.
4. I agree to reimburse the government or hotel for any unauthorized charges incurred during the utilization of commercial billeting or messing.
5. I understand that double occupancy rooms will be used for all Lieutenant Colonels and below whenever feasible.
6. I understand that any misconduct or infraction of the law while billeted overnight before drills or between drill periods falls under the jurisdiction of civil authorities and that all offenses will be reported to such authorities.
7. I agree to reimburse the Marine Corps for any payments the Marine Corps should make for damages to the billeting establishment caused by my acts or negligence. I understand that commercial billeting provides for only those services authorized by the Commanding Officer, Marine Corps Reserve Support Command and that I must reimburse the commercial vendor or the Marine Corps for any additional expenses created as a result of my actions.
8. I further understand that if collection from me on either of these accounts becomes necessary, I consent to repayment of the debt through the withholding of pay per section 70701 of the Department of Defense Procurement Manual.

9. I understand that it is my responsibility to provide or make liason for transportation to and from the billeting site.

10. I will ensure my Operations Sponsor forwards a statement with my SF1164 of why government quarters or contract billeting was not utilized. If MCRSC does not receive the statement from the Operational Sponsor all costs will be absorbed by me.

11. I understand that this statement of understanding must be signed and forwarded to MCRSC in order to be eligible for contract billeting . If MCRSC does not have my statement of understanding all costs will be absorbed by the individual Marine.

Marine Corps Reserve Support Command (MCRSC)
15303 Andrews Road (Logistics Division, Invoicing Section)
Kansas City, Mo 64147

_____ First, Last Name (Print)	_____ SSN	_____ Phone Number	_____ Unit/Ruc
_____ Signature		_____ Date	

Operation Sponsor: _____ Phone: () - _____